

FEES AND CHARGES

4000.8 TWO RIVERS MANSION USAGE FEES

Usage Fee (based on a minimum of 6 hours and may not exceed 11:00pm)	\$1600.00
Additional Usage Fee per hour	\$ 100.00
Fundraising fee in addition to usage fee	\$2000.00
Video, Commercial Shoot Inside Mansion, fee per hour (3 hour minimum)	\$ 150.00
Bridal photo/portrait, fee per hour (3hr minimum)	\$ 50.00

Prospective users may request a date be held informally (with no down payment) for a period of one week only. Afterwards, in order to secure the date, a formal contract must be signed and a down payment of one-half the fee paid within fifteen days. All set-up, tear-down and clean up must occur during the rental period. No deliveries before the rental time are allowed.

PAYMENT FOR USE OF THE MANSION:

To confirm the date, a rental agreement must be signed and one-half the fee paid within fifteen days. The balance of the fee is due 30 days prior to the event. Renters must pay for any overage beyond the rental period.

CANCELLATION OF EVENT:

Fifty percent of a down payment can be returned if at least sixty days notice of cancellation is given. No refund can be made with less than sixty days notice.

FUND RAISING EVENTS FOR NON-PROFIT ORGANIZATIONS:

An established fee of \$2000.00 for fund raising will be charged, in addition to the usage fee, to any non-profit organization wishing to use Two Rivers Mansion to host a fund raising event. No sales will be allowed in the Mansion or on the grounds.